

2002 –2012 Occupational Projections

Occupational Title	Minimum Education Requirements	** Total Annual Openings	1 <sup>st</sup> Qtr 2005 Hourly Wage Range
New Accounts Clerks	Work Exp. in a related occ.	20	\$ 8.57 - 12.60
Tellers	Short-term Tng. & Exp.	570	\$ 7.99 - 10.47
Bill and Account Collectors	Short-term Tng. & Exp.	270	9.88 - 13.70
Tax Preparers	Mod.-term Tng. & Exp.	20	\$ 7.16 - 13.30
Insurance Claims and Policy Processing Clerks	Mod.-term Tng. & Exp.	40	10.16 - 14.19
Insurance Sales Agents	Bachelor's degree	150	\$ 12.12 - 26.37
Insurance Underwriters	Bachelor's degree	40	12.25 - 22.05
Loan Counselors	Bachelor's degree	20	12.26 - 22.53
Personal Financial Advisors	Bachelor's degree	40	14.72 - 56.83
Tax Examiners, Collectors, and Revenue Agents	Bachelor's degree	30	14.73 - 30.65
Securities, Commodities, and Financial Services Sales Agents	Bachelor's degree	20	15.46 - 42.68
Loan Officers	Bachelor's degree	140	15.47 - 25.86
Credit Analysts	Bachelor's degree	20	17.59 - 29.74
Financial Analysts	Bachelor's degree	20	20.28 - 34.39
Financial Managers	Wk Exp.+ Bachelor's or higher degree	210	\$ 21.52 - 38.60

\*\*Total Annual Openings = New job growth plus replacement needs due to turnover.

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Occupations in the Spotlight



Bill and Account Collectors



Locate and notify customers of delinquent accounts by mail, telephone, or personal visit to solicit payment.

- ◆ Knowledge of administrative and clerical procedures and systems
- ◆ Knowledge of economic and accounting principles and practices, financial markets, banking and the analysis and reporting of financial data

Required WorkKeys® Scores:

AM 4 LI 4 RI 4

Financial Services Sales Agents



Provide financial services such as loan, tax, and securities counseling.

- ◆ Knowledge of principles and methods for showing, promoting, and selling products or services
- ◆ Knowledge of economic and accounting principles and practices
- ◆ Knowledge of laws, legal codes, court procedures, precedents, government regulations, executive orders, agency rules, and the democratic political process
- ◆ Knowledge of arithmetic, algebra, geometry, calculus, statistics, and their applications

Required WorkKeys® Scores:

AM Not Yet Available LI Not Yet Available RI Not Yet Available

AM = Applied Mathematics  
LI = Locating Information  
RI = Reading for Information

WorkKeys® assessments give students and workers reliable, relevant information about workplace skill levels. Combined with information about skill levels required for jobs, assessments information can help students make better career and educational decisions. Louisiana uses three WorkKeys® assessments as the foundation for awarding career readiness certificates. For more information, contact the Workforce Education and Training Office at the Louisiana Board of Regents (225-342-4253).

LOUISIANA Opportunities in



The Finance Cluster prepares learners for careers in financial and investment planning, banking, insurance and business financial management.

FASTEST GROWING JOBS

- 👤 Tax Preparers
- 👤 Personal Financial Advisors
- 👤 Bill and Account Collectors
- 👤 Loan Officers
- 👤 Credit Analysts

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"This document was produced as a collaborative endeavor between the Louisiana Departments of Labor, Education and the Board of Regents".

An Equal Opportunity Employer  
Auxiliary Aids and Services are available upon request to individuals with disabilities

Reference  
Center:

Louisiana Department of Labor -  
<http://www.LAWWORKS.net> -

Occupational Information – go to Career Services  
<http://lavos.laworks.net>

Louisiana Employment Outlook -  
[http://www.laworks.net/qm\\_employmentprojections.asp](http://www.laworks.net/qm_employmentprojections.asp)

Louisiana Technical Colleges -  
<http://www.ltc.edu/home.htm>

Financial Aid  
<http://www.osfa.state.la.us/>

Louisiana Board of Regents-  
<http://www.regents.state.la.us>

Louisiana Community & Technical College System  
<http://www.lctcs.net/>

ACT  
<http://www.act.org>

National Career Clusters  
<http://www.careerclusters.org>



*This brochure is designed to provide assistance to students as they prepare to make decisions about course selection, their career options and future plans.*

**The Career Options Law (Act 1124)** mandates that all high school students have a five-year educational plan and that all high schools offer career majors/areas of concentrations. It is the intent of the law that students have a focus while in school to help make learning more relevant and meaningful.

Students in 6<sup>th</sup> – 8<sup>th</sup> grades must complete at least six career awareness activities which help students to develop a five-year educational plan. It also requires school systems to offer areas of concentrations to address students' interests.

**The Five-Year Educational Plan**  
Students must complete this plan at the end of their 8<sup>th</sup> grade year with input from their counselor and/or advisor and family. This plan must be reviewed and revised on an annual basis throughout high school with student, parent and counselor/advisor signatures each year.

TOP EMPLOYING INDUSTRIES

Industry <i>(based on North American Classification System NAICS)</i>	2002	2012	Number of New Jobs	Percent Change
Depository Credit Intermediation	25,114	24,970	-174	-0.7%
Agencies, Brokerages, and Other Insurance Related Activities	14,002	15,820	1,818	13.0%
Nondepository Credit Intermediation	9,235	9,780	545	5.9%

Finance Cluster

High School Areas of Concentrations (2006 - 2007)

**Diploma Endorsements** will help provide for students the preparation necessary for college and/or a career. By the same token employers will be getting better prepared workers, and higher education institutions will have students better prepared for success in their post secondary institutions. These endorsements help students to maximize their 11<sup>th</sup> and 12<sup>th</sup> grades, encourage more students to take Advanced Placement courses, encourage students to take advantage of career and technical education courses and opportunities, as well as hold high schools accountable for what is taught during the 11<sup>th</sup> and 12<sup>th</sup> grades. Students can complete the necessary requirements for two different diploma endorsements:

- Academic Endorsement
- Career and Technical Endorsement

Please see your guidance counselor for further details.

**The Louisiana WORKReady! Certificate** is a portable credential that signifies to an employer that an individual has achieved acceptable levels in the foundation skills necessary for success in the workplace and gives Louisiana citizens a “key to work”. Issued by the Workforce Commission, the Certificate is a tool that helps employers identify qualified candidates to fill the openings they have in their businesses.

People who attain the Certificate, which will display their workplace readiness skill levels, will have an advantage as they pursue their career goals. The Certificate increases the likelihood that business will receive a well-trained, highly skilled worker and that education will prepare students for available jobs. For more information, contact the Workforce Commission at 225-342-2094 or the Board of Regents at 225-342-4253.

**Career Cluster**

Finance

**Areas of Concentrations**

Banking and Finance  
Economics

**Post Secondary Programs**

Finance  
Business Administration  
Accounting  
Economics

**Training Programs Related**

**Certification(s):**

None Currently being offered

For more information on course selection  
visit our web site:

<http://www.doe.state.la.us/ide/curriculum/home.html>